

~~CONFIDENTIAL~~

2 December 1960

MEMORANDUM FOR THE RECORD

SUBJECT: Meeting of the OTR Education Committee

1. The Education Committee met on 1 December 1960 at 1300 hours with all members present or represented, except [redacted] who asked to be excused because of his participation in a training exercise. ^{25X1A9a}

2. Committee members discussed the various items of equipment (exclusive of chairs, tables, audio-visual) desired and needed in the classrooms of the new building. Such suggestions have been recorded [redacted] and will be presented to the XO/TR when appropriate. XO/TR presented some information relative to chairs and tables and the members were requested to consult with their Chiefs regarding this subject. He also informed the Committee that several school equipment supply houses are being asked to demonstrate some of these items and that an announcement would be made when and where such a display would be held. ^{25X1A}

3. As suggested by DDTR, the subject of Teaching Machines and their possible application to Agency training was presented. [redacted] scheduled to brief the Committee on 15 December 1960 at 1300 hours in the OTR Conference Room on specific elements of this subject including: machines--manufacturers, types, costs; programs--commercial, subject areas, costs, time to produce; evaluation of programs--results, advantages, disadvantages. Representatives from OC and TSD training will be invited. Each member was asked to give thought to this matter relative to possible application in his area. ^{25X1A9a}

4. Comments were received relative to the previously submitted memo on Course Reports. [redacted] will coordinate with R/TR relative to issue of an OTR Regulation on this subject. ^{25X1A9a}

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[redacted signature]

Educational Specialist

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